



BOONVILLE

City of Boonville

April 1, 2024

7:00 PM

City Council Chambers

525 E. Spring Street

Boonville MO 65233

Meeting Live streamed <https://www.youtube.com/user/cityofboonvillemo> & Channel 3 with Suddenlink Cable TV

I. Call to order – Pledge and Prayer

A. Andrew Cowhard

II. Roll Call

III. Hearing of Citizens' Comments

- Mary Pat Abele- Boonslick Regional Library Update

IV. Approval of Minutes

A. March 18 Council Minutes

V. Consent Items

VI. Presentation of Accounts and Claims

A. Appropriations

VII. Unfinished Business

VIII. New Business

A. May on Main Event

B. Consider Resolution No. R2024-04 Approving an Agreement with Vance Brothers for Cape Seal Roadway Improvements 2024

IX. Reports of Standing Committees

A. Board of Public Works Meeting February 29, 2024

B. Board of Public Works Meeting Cancellation March 28, 2024

C. Street, Alley, and Sanitation Board Meeting Minutes March 13, 2024

D. Boonville Housing Authority

X. Reports of City Officials

A. City Administrator- Dangerous Building Hearing

B. Mayor

C. City Clerk

XI. Miscellaneous

XII. Adjourn

Public Works Monthly Report February 2024

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.



March 18, 2024

7:00 PM

**City Council Chambers
525 E. Spring Street
Boonville MO 65233**

I. Call to order – Pledge and Prayer

A. Susan Meadows

Call to order – The Boonville City Council met in Regular Session on March 18, 2024, at 7:00 p.m. in the Council Chambers located at 525 East Spring Street, Boonville, Missouri. The following officers were present; Ned Beach, Mayor; Kate Fjell, City Administrator; Amber Davis, City Clerk; and Randy Ayers, Sergeant at Arms. Interim City Counselor, Doug Abele was absent. The meeting was called to order. Susan Meadows led the prayer, after the pledge of allegiance.

II. Roll Call

The following Council representatives were present: Susan Meadows, Andrew Cowherd, Sy Harvell, Barry Elbert, Whitney Venable, Drew Davis, Brad Atkinson, and Steve Young.

III. Hearing of Citizens' Comments

None

IV. Approval of Minutes

A. March 4 council minutes

The minutes stand as submitted

V. Consent Items

None

VI. Presentation of Accounts and Claims

A. Appropriations

Ms. Davis read the ordinance appropriating money, in its entirety, and a second time, by title only, since a copy of the ordinance had been made available prior to the meeting. Ms. Meadows moved and Mr. Venable seconded the motion to approve the ordinance

appropriating money. Roll call was taken. Ayes: Meadows, Cowherd, Harvell, Elbert, Venable, Davis, Atkinson, and Young. Total (8). Opposed: None (0). Absent (0). Motion Carried.

VII. Unfinished Business

A. Third Reading of Bill No. 2024-02 Approving the Budget for FY 24-25

Ms. Meadows moved and Mr. Cowherd seconded the motion to approve the bill. Roll call was taken. Ayes: Meadows, Cowherd, Harvell, Venable, Davis, Atkinson, and Young. Total (7)
Opposed: Elbert(1). Motion Carried.

B. Second Reading of Bill No. 2024-003 Ordinance amending the rates for Water and Wastewater Services portion of the Schedule of Administrative Fees (Appendix G) in the Code of General Ordinances.

Mr. Venable moved and Mr. Atkinson seconded the motion to approve the bill. Roll call was taken. Ayes: Meadows, Cowherd, Harvell, Venable, Davis, Atkinson, and Young. Total (7)
Opposed: Elbert(1). Motion Carried.

VIII. New Business

A. Knights of Columbus Road Bowling Event

Mike Ivy came before the council to go over the details of the event and ask that the open-container ordinance be suspended for the event.

Ms. Fjell stated she would have a resolution at the next meeting to approve to suspension of the open container ordinance for the period of the event.

B. First and Second Reading of Bill No. 2023-04 Amending Fiscal Year 2023-2024 Budget

Ms. Meadows moved and Mr. Cowherd seconded the motion to approve the bill. Roll call was taken. Ayes: Meadows, Cowherd, Harvell, Elbert, Venable, Davis, Atkinson, and Young. Total (8) Opposed: None (0). Motion Carried.

C. La Vuelta Bicycle Road Race 2024

Council approved this event

IX. Reports of Standing Committees

A. Planning and Zoning Commission (Drew Davis)

Minutes are in the packet

X. Reports of City Officials

A. Economic Developer

Economic Developer Gigi Quinlan McAreavy came before the council with updates on business development and educational offerings in the area.

B. City Administrator

Ms. Fjell stated the City has put out an RFP for a City Attorney that comes due April 18th. She also stated April 2nd is election day and reminded everyone that the city has the ballot question of sales tax on recreational marijuana. Ms. Fjell also stated the city is now hiring seasonal employees and encouraged everyone if they knew of anyone to have them submit their application.

C. Mayor

None

D. City Clerk

None

XI. Miscellaneous

Mr. Elbert asked when the spring bulk trash pickup was. Ms. Fjell stated it is the week of April 8th on your regular trash day.

Mr. Harvell asked for an update on how the lead service line inventory is going. Ms. Fjell stated the city is pausing to see where they are in the inventory.

Mr. Cowherd reminded the council that Local Agency Funding Applications are now open until May 31.

XII. Adjourn

With no further discussion, Mr. Young moved, and Ms. Meadows seconded the motion to adjourn at 7:35 p.m. and the voice vote was unanimous.

ORDINANCE APPROPRIATING MONEY

Be it Ordained by the Council of the City of Boonville as follows:

Section 1: For the purpose of paying salaries and various accounts against the City of Boonville, which have been allowed by the Council, at the regular meeting thereof on **April 1, 2024** the sum of **\$270,315.78**

General Fund	\$115,485.87
Sanitation	\$39,385.27
CIP Tax	\$13,142.74
Water Works	\$44,373.52
Capital Projects	\$0.00
Waste Water	\$29,068.27
Tourism	\$5,609.32
Gaming	\$13,644.65
Parks/Water	\$9,606.14
Kemper Sales Tax	\$0.00
Economic Development Projects	\$0.00

Section 2: The Accountant is hereby authorized and instructed to draw checks on the respective City bank accounts, in favor of the persons whose salaries and accounts have been allowed as above, amounting to **\$270,315.78** being the total amount of money above appropriated.

Section 3: This ordinance shall take effect and be in force from and after its passage. First reading on **April 1, 2024** read for the second time this **April 1, 2024** since a copy was made available prior to the meeting.

Approved **April 1, 2024**

Mayor

Endorsed **April 1, 2024** : I hereby certify that a sufficient sum of money stands to the credit of the City, unappropriated, in the various funds to meet the requirements of this ordinance.

Accountant



LICENSE NO: _____

FESTIVAL & EVENT PERMIT APPLICATION

Submit Completed Application to: 401 Main Street, Boonville MO 65233
Phone : 660-882-2332 / Fax: 660-882-6608 or e-mail

APPLICATION INSTRUCTIONS & TIMELINE

- Please fill out all information on this form as it pertains to your event
- Events that require street closures or other special requests are required to go before City Council for approval and to give the effected public the opportunity to address the council with any concerns. *Must submit 2 months prior to event
- Events on City property will require a \$1,000,000 liability insurance policy

EVENT INFORMATION

Event Name: May on Main- 2nd Saturay

Event Start Date: 05/11/2024

Event End Date: 05/11/2024

Date of Set Up: 05/11/2024

Times: 10a

Date of Tear Down: 05/11/2024

Times: 4p

Proposed Location: Downtown Boonville, Main Street

☒ Downtown Area

☐ Kemper Park

☐ Harley Park

☐ Second Street Area

☐ Depot District *State Park Permit required also

Expected Attendance: 250

of Staff & Volunteers: 12

Are Vendors Expected? YES ☒ NO ☐ If YES, how many? **1-15 16-20 21-25 26+**

- Vendors are defined as those selling goods, food and services at the event that do NOT have a current Merchant License with the City of Boonville
- Vendors that are already exempt such as non profit groups and agriculture based vendors for Farmer's Market do not count in the vendor total

Vendor License Fee: ☐ (1-15) \$50 ☒ (16-20) \$75 ☐ (21-25) \$100 ☐ (26+) \$125

EVENT ORGANIZER INFORMATION

Company/ Organization Name: Boonville Area Chamber of Commerce

Organizer's Name: Erich Arvidson

Mailing Address: 320 1st St Boonville MO 65233

Email Address: info@arvidsonappliance.com

Phone: (660) 882-8688

Cell Phone: (573) 318-6978

Phone: _____

Cell Phone: _____

WHAT CITY SERVICES WILL BE REQUESTED

<u>City Services-</u>	<u>Yes</u>	<u>or</u>	<u>No</u>	<u>Describe Your Needs-</u>
Electricity Hookup *AMEREN	☐		☒	_____
Water Hookup	☐		☒	_____
Dumpster / Trash Cans	☒		☐	People will be using the public trash cans
Picnic Tables	☐		☒	_____
Street Closure	☐		☒	_____

EVENT COMPONENTS (Check all that apply)

☐ Alcohol ☐ Amplified Sound ☐ Animals/ Petting Zoo ☐ Bicycling ☐ Bleachers ☐ Carnival Rides ☐ Concert / Live Music ☐ Electricity / Generator ☐ *Other Items Not Listed	☐ First Aid/ EMT ☐ Fireworks ☐ Food Service ☐ Inflatables ☐ Parade / Floats ☐ Portable Restrooms ☐ Race (timed event) ☐ Run (non-timed event)	☐ Security ☒ Signage/Banners ☐ Sporting Event ☐ Stage ☐ Tent / Canopies ☐ Traffic Control ☐ Water -City Source ☒ Vendors
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PARADE & STREET CLOSURE REQUEST

Event Date: _____ Number of Parade Entries: _____

Set up Time: _____ Start Time: _____

Parade Route: _____

Staging Location: _____

Request for Parking Restrictions: ☐ Yes ☐ No

Street Sweeper Requested: ☐ Yes ☐ No

Description of Parking Restriction Request: _____

SITE LAYOUT

For large events, please include a site map and layout of the event, and make sure to include the following information that will be presented to City Council:

Include: tents / canopies, temporary structures, stages, alcoholic beverage areas, locations of portable restrooms, vendors and food concessions, transportation & parking plans, loading zones, vendor access and parking, and emergency vehicle accesses and/or route or any other pertinent information that may be unique to your event.

STREETS TO BE CLOSED

<u>Streets to be closed</u>	<u>From Where to Where</u>	<u>Times to be Closed</u>	<u>How many door hangers needed</u>
1. _____	From _____ to _____	From _____ to _____	_____
2. _____	From _____ to _____	From _____ to _____	_____
3. _____	From _____ to _____	From _____ to _____	_____
4. _____	From _____ to _____	From _____ to _____	_____
5. _____	From _____ to _____	From _____ to _____	_____
6. _____	From _____ to _____	From _____ to _____	_____
7. _____	From _____ to _____	From _____ to _____	_____
8. _____	From _____ to _____	From _____ to _____	_____
9. _____	From _____ to _____	From _____ to _____	_____
10. _____	From _____ to _____	From _____ to _____	_____

<u>City Parking Lot Closure Request</u>	<u>Times to be Closed</u>	<u>How many door hangers needed</u>
_____	From _____ to _____	_____
<u>Street Parking Restriction Request</u>	<u>Times to be Closed</u>	<u>How many door hangers needed</u>
_____	From _____ to _____	_____

RESOLUTION NO. R2024-04

A RESOLUTION OF THE CITY OF BOONVILLE, MISSOURI AUTHORIZING AND APPROVING AN AGREEMENT BETWEEN VANCE BROTHERS, INC. AND THE CITY OF BOONVILLE, MISSOURI PERTAINING TO CAPE SEAL ROADWAY IMPROVEMENTS 2024; AND PROVIDING AN EFFECTIVE DATE THEREFORE

WHEREAS, the City of Boonville has solicited and received bids for this project and determined that **Vance Brother, Inc.** represents the best bid pursuant to the purchasing code set forth in Section 2-20 of the City of Boonville Code of Ordinances;

THEREFORE, be it resolved by the City Council of the City of Boonville, Missouri, as follows:

SECTION 1: That a certain Agreement between Vance Brothers, Inc and the City of Boonville, Missouri relating to the **Cape Seal Roadway Improvements 2024** a copy of which is marked "**Exhibit A**" is attached hereto and made a part hereof, is hereby approved.

SECTION 2: That the City Administrator and the City Clerk are hereby authorized to execute, and attest said agreement on behalf of the City of Boonville.

SECTION 3: This resolution shall take effect and be in full force from and after its passage and approval.

Passed this 1st Day of April 2024, by the City Council of Boonville, Missouri

Ned Beach, Mayor

ATTEST:

Amber Davis, City Clerk

CAPE SEAL ROADWAY IMPROVEMENTS 2024 CITY OF BOONVILLE, MISSOURI				ENGINEER'S ESTIMATE		1
Bid Opening March 19, 2024 2pm MECO Project No. 454-307				MECO Engineering Co. 2701 Industrial Drive Jefferson City MO 65109		Vance Brothers Inc. 5201 Brighton Avenue Kansas City MO 64130
Item #	Description	Quantity	Unit	Unit Price	Total Price	Total Price
1	Mobilization	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
2	Traffic Control	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00
3	Slurry Seal	568	SY	\$ 11.00	\$ 6,248.00	\$ 3,550.00
4	Cape Seal	5,995	SY	\$ 17.00	\$ 101,915.00	\$ 79,433.75
5	Contingency	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TOTAL BID					\$ 137,163.00	\$ 120,983.75



Date: April 1, 2024
To: Mayor and Council
From: Jeff Ditto, Director
Re: Board of Public Works Meeting February 29, 2024

**BOARD OF PUBLIC WORKS
MEETING
February 29, 2024**

The Board of Public Works met at the City Services Building at 1200 Locust, 5:30 p.m. February 29, 2024. The following voting members were present: Ed Scrivner, James Quint, Dale Monteer, and Glenn Bishop. Other members present: Barry Elbert, Council Representative; Russell Gerling, Alliance; and Jeff Ditto, Director of Public Works.

ABSENT or EXCUSED: None

MINUTES:

Minutes were presented, and Glenn Bishop motioned to approve the minutes and James Earl Quint seconded the motion.

PUBLIC COMMENTS: None.

ACCOUNTS:

Bills for January & February were looked at, and a motion was made to be approved by Ed Scrivner, seconded by Glenn Bishop.

OLD BUSINESS: None

NEW BUSINESS:

A discussion was made over a water bill at 808 Rice Avenue not being set to vacancy status. The estate requested an adjustment to the bill. The board decided to grant a credit towards her bill of \$116.37.

MISCELLANEOUS: The board discussed the ongoing lead inspection project.

ADJOURN:

With no further business, the meeting was adjourned at 6:00 p.m. with a motion from Glenn Bishop, seconded by Dale Monteer.

Respectfully submitted,

Jeff Ditto

Approved by:

Ed Scrivner, Chairman

Date: April 1, 2024
To: Mayor and Council
From: Jeff Ditto, Director
Re: Board of Public Works Meeting Cancellation March 28, 2024

CITY OF BOONVILLE
BOARD OF PUBLIC WORKS
CANCELLATION
March 28, 2024
5:30 p.m.
City Service Building
1200 Locust Street
Boonville, Missouri

The Thursday, March 28th, 2024, meeting of the Board of Public Works has been cancelled due to lack of agenda items. The next regularly scheduled meeting is April 25th, 2024.

Date: April 1, 2024

To: Mayor and Council

From: Jeff Ditto, Director

Re: Street, Alley, and Sanitation Board Meeting Minutes March 13, 2024

STREET, ALLEY, and SANITATION BOARD

City of Boonville

Street, Alley, and Sanitation Meeting Minutes

March 13th, 2024

The Street, Alley and Sanitation Board met at the City Services Building, 1200 Locust Street, at 5:00pm on March 13th, 2024. The following voting members were present: Lewis Miller, Wayne Jones, Rex Myers, and David Smith. Jeff Ditto, Director of Public Works and Susan Meadows/Council Representative were also present. Citizens Don Williams, Marilyn Williams, Jim Bailey, Warner Bailey, and Paula Stern were present.

ABSENT OR EXCUSED: None

MINUTES: Lewis Miller moved to approve the minutes from September 20th, 2023, meeting. That motion was seconded by Wayne Jones and the vote was unanimous.

OLD BUSINESS: None

NEW BUSINESS:

1. A proposal to add additional speed limit signs to Santa Fe Trail was discussed. After reviewing the information, David Smith motioned to table the discussion until next month to allow time to review the information. Rex Myers seconded the motion.
2. A proposal to vacate the alley next to 907 Shamrock Avenue was discussed. After reviewing the information, Rex Myers motioned to table the discussion until next month to allow time to review the information. Wayne Jone seconded the motion.

MISCELLANEOUS: None

ADJOURN: With no further business, Lewis Miller moved the meeting to be adjourned at 5:50p.m., seconded by David Smith. The vote was unanimous. The next meeting will be April 10th, 2024.

Respectfully Submitted,

Jeff Ditto, Director of Public Works



HOUSING AUTHORITY of the City of Boonville

506 Powell Ct. Office: 660-882-7332
Boonville, MO 65233-1521 Fax: 660-882-6811



MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF BOONVILLE, MO

HELD ON MARCH 13, 2024

On the 13th Day of March, 2024 at 12:00 P.M. the Housing Authority Commissioners
met for a regular meeting at 506 Powell Court, Boonville, MO 65233

Present:	Chairperson, Marilyn Adkins	Commissioner, Betty St. John
	Commissioner, Wayne Jones	Commissioner, Chrissy Stemmons
	City Council Rep., Sy Harvell (Tele)	Secretary, Robert Rorah
	Absent: None	Guests: Charlene Carter, Peggy Carney

1. Roll Call: Marilyn Adkins asked if there is any pertinent information to discuss before the agenda is placed on the table. Mr. Rorah introduced Special Guest, Peggy S. Carney, to Commissioners present and reported Ms. Carney would like to fill the vacant Resident Commissioner position on the Board. All Commissioners present welcomed Ms. Carney and thanked her for the consideration. Chairperson, Marilyn Adkins then called the meeting to order.

2. Meeting Minutes: Consideration was given, and discussion held on the draft minutes of the February 14, 2024, Regular Board Meeting. Wayne Jones made a motion to approve the minutes. Chrissy Stemmons second. The motion passed.

3. Bills and Communications: Discussion was held, and consideration was given to the following. The UMB Bank Balance for March 13, 2024, was \$87,241.43. The January 31, 2024, check register UMB Statements and Bank Reconciliations, Operating Budgets, Trial Balances, Board Summary Reports, were discussed and reviewed.

4. Report of the Secretary: Consideration was given, and discussion was held on the following. PIC Report for February 29, 2024, was at 100%. Project Performance Reports for month ending February 29, 2024, were reviewed, tenant Occupancy was at 98%.

5. Unfinished Business: **a.** The PHA Five Year Plan Revisions for 2024 were discussed and reviewed to include HOTMA - Housing Opportunity Through Modernization Act and SRFRB - Small Rural Frozen Rolling Base provisions. Mr. Rorah reported that Boonville Housing Authority will be implementing later in the calendar year 2024, the rules consistent with the Housing and Opportunity Act of 2016 when HUD gives notice to proceed. Until notice is given by HUD, we will be using the Plan from 2023. **b.** The SRFRB - Small Rural Frozen Rolling Base HVAC Heating Ventilation and Air Conditioning bids are taking place now. Thus, there is nothing to present about the total costs and amount to be financed for the entire project until bidding is complete. Rorah reported to keep on schedule with Johnson Controls, Inc. we may have to call a Special Board Meeting before the next April 10, 2024, meeting.

6. New Business: **a.** Resident Board Member nomination. Mr. Rorah thanked Peggy Carney for attending the meeting and making her introduction to the Board of Commissioners. Then he asked Ms. Carney to leave the meeting so the Board of Commissioners could take up consideration on her request. After discussion and review, Betty St. John made motion to recommend Peggy Carney to Mayor Ned Beach for filling the vacancy on the Board. Wayne Jones seconded. The Motion passed. Sy Harvell recommended sending the request to Mayor Ned Beach as soon as possible. **b.** Mr. Rorah requested discussion as to whether all Dwelling Unit water lines are to be inspected by the City for Lead in Drinking Water? Or, would the Housing Authority Office inspection be enough to satisfy the requirement. Sy Harvell went online and scheduled the inspection appointment for 3 PM on the 14th of March and instructed Mr. Rorah to ask the inspectors what they would recommend about inspecting the other dwelling units.

7. Miscellaneous: None

8. Adjournment: Chrissy Stemmons made a motion to adjourn, Marilyn Adkins second.

CHAIRPERSON: _____ Date _____

SECRETARY: _____ Date _____



March 26, 2024

To: Kate Fjell, City Administrator
Ned Beach, Mayor, and President of Council

From: Steve Hage, Building Inspector

Subject: Dangerous Building Report and Request for Hearing

Pursuant to Section 13-13 of the Boonville Code of Ordinances, I hereby report the to the City Council that the following properties have been inspected and found to be a public nuisance and dangerous building according to the definitions and Codes of the City:

818 6 th Street	057035004002003000
810 11 th Street	057036002006009000
814 11 th Street	057036002006010000

The Building Inspection Department has 1) determined the owner(s) of the above property, 2) provided notice of the inspection findings and 3) detailed the requirements for remediation of the problems. The owner (s) have failed to commence demolition or repair and/or to proceed continuously with the demolition or repair process without unnecessary delay within the time established by the codes and communicated in the notification letter.

The Council has the authority to set a hearing upon the matter pursuant to Section 5-21(b) to conduct a full and adequate hearing. All parties shall receive at least twenty-one (21) days notice and have the right to be represented by counsel and present evidence at said hearing. A final decision shall be rendered by the Council based upon the evidence.

In consultation with the City Administrator and the City Counselor, I hereby recommend setting an evidentiary hearing for Monday, May 6, 2024, at 6:00PM.

Respectfully,

A handwritten signature in blue ink that reads "Steve Hage". The signature is fluid and cursive.

Steve Hage
Building Inspector

Date: April 1, 2024
To: Mayor and Council
From: Jeff Ditto, Director
Re: Public Works Monthly Report February 2024

Public Works Monthly Report
February 2024

WWTP:

Total flow processed – 20,680,000 gallons
Average daily flow – 713,000 gallons
Sludge disposed – 88.53

WTP:

Gallons pumped from river – 29,665,000 gallons
Gallons pumped to customer – 28,175,000 gallons
Remarks:

Water Distribution / Sewer Collection:

Repaired 10" water main behind Kemper
Inventory of lead lines
Hooked up services to City water main at Golf Course (Club House & Maintenance shed)
Installed 3 new meters

Street Department:

Plow Snow
Repaired water department street cuts
Re-graveled Golf Course Parking Lot
Patch pot holes
Sweep Streets
Picked up yard waste

Central Garage:

Vehicles serviced and inspected – 6
Vehicle and equipment repairs – 8

Weather:

Average Temperature –46°
High Temperature – 80° February 27th, 2024
Low Temperature – 10° February 18th, 2024
Total Rain – 1.0"
Maximum Rain – 1.0" February 17th, 2024